

University of Wisconsin-Whitewater

STUDENT MASTER PROMISSORY NOTE AND ENTRANCE COUNSELING INSTRUCTIONS

In the information you received in your financial aid award package, it indicates you must complete a Master Promissory Note for the **William D. Ford Federal Direct Loan**. This promissory note will be used to make Direct Loan disbursements until one of the following occurs: you inform our office in writing that you no longer want the note to be used for additional loans, or if in twelve months after the date you sign the note there was not a disbursement, or the ten year expiration date occurs from the date you signed the note. As you continue your education, the Master Promissory Note (Direct Subsidized and Unsubsidized or Grad PLUS) may be used for all subsequent loan(s) you accept in the appropriate Direct Loan Program.

Complete your Master Promissory Note (MPN) on the Internet

Go to the website <https://studentaid.gov/>

Under “Loans and Grants”

Click on “Master Promissory Note (MPN)”

Click on “Log in to Start” under the appropriate type of Direct Loan MPN

Log in with your FSA ID Username and password

Once complete first time borrowers are required to complete Entrance Loan Counseling

<https://studentaid.gov/entrance-counseling>

The screenshot shows the top navigation bar of the Federal Student Aid website. The logo 'Federal Student Aid' is on the left, with 'AN OFFICE OF THE U.S. DEPARTMENT OF EDUCATION' below it. To the right are several menu items: 'FAFSA® Form', 'Loans and Grants' (highlighted in yellow), 'Loan Repayment', and 'Loan Forgiveness'. On the far right are 'Log In | Create Account' and a search icon. Below the navigation bar is a grid of links. The 'Loans and Grants' section is expanded, showing links for 'Get a Loan', 'Undergraduate and Graduate Loans', 'PLUS Loans: Grad PLUS and Parent PLUS', 'Master Promissory Note (MPN)' (highlighted in yellow), 'Loan Entrance Counseling' (highlighted in yellow), 'Annual Student Loan Acknowledgment', 'PLUS Credit Counseling', 'Endorse a PLUS Loan', and 'Appeal a Credit Decision'. Other sections include 'Get a Grant', 'Pell Grants', 'TEACH Grants', 'Tools and Calculators', 'Federal Student Aid Estimator', 'Loan Simulator', 'Learn About Loans and Grants', 'How Financial Aid Works', 'Financial Aid Eligibility', and 'Loans, Grants, and Work-Study'.

Your direct Loan is credited directly to your student account no earlier than 10 days prior to the start of the term once eligibility and requirements are met. If there is an overpayment a refund can be processed.

Complete your Promissory Note promptly to avoid delays!

Student Accounts

800 West Main Street, Hyer Hall, Room 104

Whitewater, WI 53190-1790

(262) 472-1373 or (800) 621-7244

Fax: (262) 472-1977

Email: sfs@uww.edu

Website: <https://www.uww.edu/adminaffairs/finance/sfs>